

**NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
BISMARCK, NORTH DAKOTA
July 2, 2013**

IM 5177

TO: County Social Service Directors
Economic Assistance Policy Regional Representatives
Economic Assistance Policy Quality Control Reviewers

FROM: Maggie D. Anderson, Director, Medical Services
Carol Cartledge, Director, Economic Assistance Policy

SUBJECT: Change in Run Date for Numident Verification Job

PROGRAMS: All

EFFECTIVE: July 1, 2013

RETENTION: Until Manualized

**SECTIONS
AFFECTED:** 448-01-50-15-60, Numident

Currently, the Numident Verification job, which is received from the Social Security Administration and used to verify the Social Security Numbers (SSN's) of applicants and recipients, is run on a monthly basis during the first week of each month. Effective July 1, 2013, we will begin running this job on a weekly basis. This will allow for SSN's to be electronically verified in a more timely manner.

The file will be sent to Social Security on Thursdays, received from them on Fridays and processed on Friday night. The Numident Indicator on the Client Profile in TECS and Vision will be updated and available on Monday mornings.

Exception: When Thursday falls on a holiday, the file will be sent to Social Security on Wednesday, received from them on Thursday and processed on Thursday night. The Numident Indicator on the Client Profile in TECS and Vision will be updated and available on Friday mornings.

If you have any questions, please contact your Regional Representative.